



2017 JACK HOPKINS SOCIAL SERVICES FUNDING PROGRAM

Technical Assistance Meeting

2017 COMMITTEE MEMBERS

Council:

Tim Mayer, Chair

Allison Chopra

Dorothy Granger

Isabel Piedmont-Smith

Susan Sandberg

CDBG:

Sue Sgambelluri

John West

INTENT: IMPROVING THE HUMAN CONDITION

- Highest priority given to emergency services or other support to City's most vulnerable residents:
 - Low income
 - Under age 18
 - Elderly
 - Affected with a Disability, or
 - Otherwise Disadvantaged

2017 PROGRAM: WHAT STAYS THE SAME

- **COLLABORATIVE APPLICATIONS**

- Provides that agencies may submit two applications: one on behalf of own agency, one on behalf of collaborative initiative

- **E-APPLICATIONS**

- **CORE CRITERIA**

- Address a previously-identified need
- One-time investment
- Fiscal leverage
- Broad and long-lasting benefit to community

- **FIRM DEADLINE:** MONDAY, 03 APRIL, 4p (No late apps)

- **PLAN ON SPENDING ANY GRANTED FUNDS BY EARLY DECEMBER 2017.**

2017 PROGRAM: WHAT STAYS THE SAME

- **Pilot for a loosened one-time funding rule continues in 2017**

- Like last year, the Committee will accept applications asking for operational funds that do not meet one of the long-standing exceptions to the one-time funding rule: pilot, bridge, or collaborative.
- Committee will assess the efficacy of this new allowance after 2-3 years.
- Priority still on one-time funding.
- Do not want to encourage reliance. Funding this year does not guarantee funding next year.



Any application for operational funds must be still accompanied by a well-developed plan for future funding.

OPERATIONAL FUNDS – YEAR 2 OF THE PILOT

What is the Committee looking for?

- Strong case for satisfaction of community need
- Solid plan for future funding – i.e., a plan more concrete than “we plan to fund raise to sustain this...”
- Leverage
- Broad and long-lasting benefits to the community

2017 PROGRAM: WHAT CHANGES

- **\$295,000 to allocate**
 - May not allocate all available funds.
- **Additional reporting requirement for operational funds**
 - For agencies granted operational funds this year, the Committee is asking that the agency provide outcome data at two points: at the end of 2017 and again by March 1 of the following year.
- **Two-page narrative requirement eliminated**
 - Instead, applicants provided an additional field on the application to further unpack their proposal.

2017 SCHEDULE

APPLICATIONS DUE:

MONDAY, 03 APRIL 2017, 4:00 PM

COMMITTEE MEETS TO DISCUSS APPLICATIONS

MONDAY, 24 APRIL 2017, 5:30 PM
Council Library (Room #110)

AGENCY PRESENTATIONS

THURSDAY, 04 MAY 2017, 5:30 PM
Council Chambers (Suite #115)

PRE-ALLOCATION MEETING

MONDAY, 16 MAY 2017, 5:30pm
Council Library (Room #110)

ALLOCATION HEARING

THURSDAY, 18 MAY 2017, 5:00pm
Council Chambers (Suite #115)

DEBRIEFING MEETING

THURSDAY, 08 JUNE 2017, 5:30 pm
Council Library (Room #110)

HOW TO APPLY

- ALL APPLICATION MATERIAL AT: www.bloomington.in.gov/jack-hopkins
- APPLICATIONS SUBMITTED TO: council@bloomington.in.gov
- COMPLETE APPLICATION INCLUDES:
 - Completed Application Form – includes basic data and word-limited project summary
 - Project Budget
 - Year-End Financial Statement (prefer P&L statement & balance sheet)
 - Signed, written estimates for any proposal for capital improvements
 - MOU signed by all agencies participating in a collaborative project

KEY CONSIDERATIONS

- Address and satisfy criteria
- Clear and concise
- One application/agency unless a collaborative project
- Must be 501(c)(3) or have a fiscal agent that is one
- \$1,000 minimum request (actual grants can be lower)

READ ELABORATION OF CRITERIA

Over time, Hopkins Committees have detailed the meaning of each Hopkins criterion. Those details are found in the *Elaboration of Criteria*.

Please take care to review the *Elaboration* before developing and submitting your proposal.

Posted at: www.bloomington.in.gov/jack-hopkins

TIPS & EXAMPLES

- Clarity and concision matters
- Application should be self-explanatory and self-contained (i.e., no need for staff follow up; no addenda submitted post deadline)
- Good applications are as varied as the projects they propose; however, the 2015 Volunteers In Medicine application used as an example of a focused grant. This, and other past applications are posted on the Committee's webpage: www.bloomington.in.gov/jack-hopkins.

WHEN RECEIVE A GRANT: WHAT IS EXPECTED

- **Sign** a Funding Agreement in June
- Council will vote on Committee's recommendations in mid-June; **funding available** shortly thereafter
- Plan to **spend** your grant funds by December 1, 2017
- **Report** back to us as required by the Funding Agreement.
- **Publicize** your Hopkins grant pursuant to the Funding Agreement